

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: July 28, 2008

Subject: Request for Approval of Homework Task Force Resolution and Membership

Administrator Responsible:

Name: Jennifer Blaine, Ed.D.

Position: Associate Superintendent for Curriculum and Instruction

Purpose of Agenda Item:

Information only Action needed Report

Additional Information and/or Back-Up:

Copies of the Homework Task Force Resolution and membership list are included.

RESOLUTION
OF THE BOARD OF TRUSTEES OF THE
SPRING BRANCH INDEPENDENT SCHOOL DISTRICT
FOR THE 2008 – 2009 HOMEWORK TASK FORCE

WHEREAS, Members of the Board of Trustees of Spring Branch ISD (SBISD) are elected by the Spring Branch ISD community and as a body corporate have the exclusive power and duty to govern and oversee the management of the public schools of the district; and

WHEREAS, The Superintendent is the educational leader and chief executive officer of the school district and is responsible for managing the day-to-day operations of the district; and

WHEREAS, The Homework Task Force is an *ad hoc* committee representing the various geographic areas, the employees and numerous program interests within the school district; and

WHEREAS, The Homework Task Force is constituted for a defined purpose and time and holds no statutory authority, but the Board of Trustees recognizes the very important and necessary role of the Homework Task Force in reflecting through its work the various perspectives of the Spring Branch ISD community; and

WHEREAS, The Homework Task Force is charged by the Board of Trustees with the responsibility to work collaboratively and cooperatively with the Superintendent, administrative designees, and resource personnel in presenting an educationally sound homework policy to the Superintendent, and, in turn, the Board of Trustees.

WHEREAS, The Homework Task Force is expected to call upon the expertise of District professional staff and to utilize and respect previous actions and documents adopted and/or approved by the Board of Trustees that are relevant to this task including the SBISD 2008-2009 Homework Task Force Parameters attached as Exhibit I of this Resolution; and

WHEREAS, The Homework Task Force should refrain from focus on recommendations regarding specific instructional arrangements and/or educational pedagogy and district policy as the homework policy is developed:

THEREFORE, BE IT RESOLVED THAT the Spring Branch Independent School District supports the appointment of the 2008-2009 Homework Task Force that is charged to begin in September, 2008, to develop a Homework Policy and to submit the recommendation to the Superintendent, no later than December 2008, who will review the recommendation and make a final recommendation to the Board of Trustees no later than January, 2009.

PASSED AND APPROVED THIS 28th day of July, 2008.

Susan Kellner., President
Board of Trustees

ATTEST:

Susan Mathews, Secretary
Board of Trustees

Exhibit I: SBISD 2008-2009 Homework Task Force Parameters

Considerations	
Purpose for Homework	<ul style="list-style-type: none"> ▪ The purpose of homework is to improve student mastery of essential knowledge and skills. ▪ Homework is an extension of learning intended to support, enrich, or reinforce TEKS taught in the classroom. ▪ Homework may be assigned to provide students practice in specific skills, to develop responsible working habits or to reinforce effective study habits. ▪ Under no circumstances should homework be used as disciplinary action or punishment.
Quality of Homework	<ul style="list-style-type: none"> ▪ When assigned appropriately, homework should target specific learning outcomes and reinforce TEKS taught in the classroom. ▪ When assigned appropriately, homework should be sufficient but not excessive to its intended purpose. ▪ When assigned appropriately, homework should be designed to elicit student assimilation of facts and drawing of inferences rather than merely requiring repeated drill and practice.
Definition of Homework	<ul style="list-style-type: none"> ▪ Homework is an assignment given to a student to be completed outside the regular class period. ▪ Homework should be assigned so that students are able to complete the assignment independently if given access to appropriate resources.
Instruction for Homework	<ul style="list-style-type: none"> ▪ Classroom instruction prior to the assignment of homework should provide sufficient information to ensure that students possess the skills or resources to independently complete the assignment outside of school. ▪ When assigning homework, teachers should provide a clear connection re its relevance to classroom instruction and ensure that children have directions, expectations, materials and grading information necessary to complete homework assignments and long term projects. ▪ To ensure that students are able to successfully complete a homework assignment, the teacher may choose to begin the assignment in the classroom with teacher supervision. <i>(as phrased in secondary student handbook)</i>
Coordination of Homework Among Teachers	<ul style="list-style-type: none"> ▪ Teachers should make reasonable efforts to coordinate major homework assignments and routines with other staff who share the same students. ▪ Homework policies and practices should be consistent across grade levels and departments. These codified expectations should be updated as needed and kept on file in the grade level, department and school administrative offices. A copy of these expectations should be available to parents upon request.
Grading & Feedback	<ul style="list-style-type: none"> ▪ Teachers should collect, check, grade or otherwise process homework in accordance with preset expectations, provide feedback and return in a timely manner. ▪ Homework grades should carry no greater weight in the cumulative average than that outlined in the SBISD Grading Expectations. ▪ Though teachers may choose to involve students and/or others in certain appropriate monitoring tasks, the responsibility for grading student homework is vested solely in the professional staff of the school.

<p>Communication of Homework Policy to Parents</p>	<ul style="list-style-type: none"> ▪ Homework provides opportunities for parents to become an integral part of their child's learning and promotes communication between school and home. ▪ At the beginning of the school year and any time appropriate thereafter, teachers should clearly communicate to parents expectations re the frequency, due dates, routines and grading of homework and major projects. ▪ A copy of consistent grade level/department homework policies and practices should be kept in the grade level, department and school administrative offices and available to parents upon request.
<p>Flexibility of the Teacher to Assign Homework</p>	<ul style="list-style-type: none"> ▪ Teachers are given the discretion to design and assign homework that is meaningful, engaging and supportive of the curriculum. ▪ If teachers choose to assign homework and projects, they are to ensure that children have the: <ul style="list-style-type: none"> ○ skills ○ content, ○ directions, ○ expectations, ○ materials, ○ and grading information required for completion.
<p>Alignment of Homework Policy to Grading Expectations</p>	<ul style="list-style-type: none"> ▪ The assignment and grading of homework shall be aligned to Board policy and expectations outlined in district administrative regulations and curriculum documents.
<p>Roles and Responsibilities of Stakeholders in the Homework Process</p>	<p>Administrators</p> <ul style="list-style-type: none"> • Ensure that homework policies and regulations are shared with staff, children and parents. • Ensure coordination and consistency among teachers within teams, departments and grades. • Monitor the implementation of homework policies and regulations. • Support/develop programs and practices that assist children in completing homework. <p>Teachers</p> <ul style="list-style-type: none"> • Provide children and parents with clear explanations about homework policies and guidelines at the beginning of the school year or course. • Design and assign homework that is meaningful, engaging and supportive of the curriculum. • Ensure that children have been taught necessary skills and content prior to the assignment. • Ensure that children have directions, expectations, materials and grading information necessary to complete homework assignments and long term projects. • Collect, check, grade or otherwise process homework in accordance with preset expectations, provide feedback and return in a timely manner. • Make reasonable efforts to coordinate major homework assignments and routines with other staff who share the same students. • Maintain communications with parents about homework and specific problems that occur.

	<p>Students</p> <ul style="list-style-type: none"> • Pay attention to teacher directions and record homework assignments as appropriate to grade/level. • Organize and transport materials necessary for homework completion to and from school. • Establish and maintain routines and schedules that are conducive to quality completion of homework. • Complete homework and submit in a timely manner. • Seek assistance as appropriate and necessary in clarifying and completing assignments. • Report to teachers problems with skill and concept attainment, volume of homework, or other circumstances that need attention. • Use special program support for homework as needed. <p>Parents</p> <ul style="list-style-type: none"> • Become familiar with the homework policies and expectations for their child's level. • Make homework a priority activity in daily routines at home. • Guide children in establishing an appropriate schedule and setting for homework. • Help child to maintain an appropriate balance between independence and assistance in completing homework. • Monitor child's homework completion as needed. • Ensure that significant or continuing difficulties with homework are reported to the teacher. • Support recognition and consequences for homework habits
<p>Homework and Holidays</p>	<ul style="list-style-type: none"> ▪ Homework should not be assigned to be completed on holidays. ▪ Discretion should be used when routine assignments are made for completion over extended holidays and weekends. ▪ All expectations re the assigning and completion of homework on holidays, extended holidays and weekends are to be included in the codified grade level/department homework policies and practices given to parents and students at the beginning of the school year.
<p>Research and Best Practices</p>	<ul style="list-style-type: none"> ▪ The assignment and grading of homework should be guided by best practices as articulated in professional literature, by feedback from master teachers, and via teacher/administrative review. ▪ The assignment and grading of homework should reflect the combined wisdom of administrators, teachers, students and parents in its meaningful, appropriate use at various levels and for various disciplines throughout the District.
<p>Feedback on Draft Policy</p>	<ul style="list-style-type: none"> ▪ The committee is charged to provide focused, informed feedback on the draft proposals for EIB (Local) and EIB (Regulation) and to recommend revised proposals to the Board for consideration.
<p>Monitoring of the Homework Policy</p>	<p>The principal is responsible for:</p> <ul style="list-style-type: none"> ▪ Annually reviewing the district homework policy and guidelines with teachers, parents, and students. ▪ Regularly reviewing campus homework practices and procedures to ensure consistent, appropriately aligned implementation across grade levels and departments.

Homework Task Force Members 2008

Administrators		
Name	Campus	Role/Title
Lance Stallworth	Spring Woods High	Principal
Chris Juntti	Stratford High	Principal
Steve Shorter	Memorial High	Principal
Jill Wright	Cornerstone Academy	Principal
Valerie Johnson	Northbrook Middle	Principal
Lisa Weir	Memorial Middle	Principal
Sharee Cantrell	Lion Lane Pre-K	Director
Jan Griffin	Frostwood Elementary	Principal
Anita Jacobs	Sherwood Elementary	Principal
Gary Henry	Valley Oaks Elementary	Principal

Teachers – Elementary		
Name	Campus	Role/Title
Beth Lynch	Pine Shadows	5 th Grade
Cindy Woods	Housman	4 th Grade
TBD	Hunters Creek	2 nd Grade
TBD	Meadow Wood	Kindergarten
Melissa Hood	Meadow Wood	Lang. Arts/Soc. Studies SIS
Alice Dunlap	Wilchester	Math/Science SIS
Maria Venarske	Valley Oaks	Math/Science SIS

Teachers - Secondary		
Name	Campus	Role/Title
Grace Roa	Spring Woods Middle	Mathematics
Chris Fitzgerald	Landrum Middle	Social Studies
TBD	Spring Branch Middle	Science
Sharon Sharadin	Spring Forest Middle	Language Arts
Nancy Allison	Spring Woods Middle	Lang. Arts/Soc. Studies SIS
Stacey Weirich	Northbrook Middle	Math/Science SIS
Andrew Maddox	Westchester Academy	Foreign Language
Janet Smith	Westchester Academy	Foreign Language
Bob Koupa	School of Choice	Language Arts
Craig Adams	Northbrook High	Business
Linda Guzman	Spring Woods High	Social Studies
TBD	Memorial High	Mathematics
Donna Villegas	Westchester Academy	Lang. Arts/Soc. Studies SIS
Martha Meyer	Westchester Academy	Math/Science SIS

Parents		
Name	Campus	Role/Title
TBD	Memorial Drive Elementary	Parent
TBD	Rummel Creek Elementary	Parent
TBD	Terrace Elementary	Parent
TBD	Valley Oaks Elementary	Parent
TBD	Spring Branch Middle	Parent
TBD	Memorial Middle	Parent
TBD	Spring Oaks Middle	Parent
TBD	Spring Forest Middle	Parent
TBD	Memorial High	Parent
TBD	Stratford High	Parent
TBD	Spring Woods High	Parent
TBD	Northbrook High	Parent